MPERAtiv Program Status Report

Status Date: 5/01/2014   **Status:**   G

MPERA Program Manager: June Dosier
Provaliant Program Managers: Kirstin Carlson, Bob Solheim

Description

The MPERAtiv program is comprised of multiple projects, including business process modification, data cleansing, imaging, and a new Line of Business (LOB) information system. Provaliant Retirement, LLC, will provide ongoing project oversight and quality assurance throughout all phases of all MPERA projects included in the MPERAtiv program.

Executive Overview

The MPERAtiv Program status remains green as the status of both the PERIS and Data Cleansing projects remain green.

Phase 4A3 design sessions, construction, testing and conversion activities are proceeding.
As we look to July 2015, we are beginning planning for User Acceptance Testing (UAT) which starts 1/26/2015. Staff and employer training, Business Process Design, and UAT resource and management needs are all predecessors to the start of UAT. These activities feed into UAT and must be pulled together and managed to ensure UAT can be started as scheduled and completed successfully.
Jenny Weigand is leading the effort for staff and employer training and Business Process Design.
The MPERA Steering Committee is discussing the allocation of resources to the UAT effort.

Activities completed since last status report

PERIS (Line of Business)
- Phase 4A3 project schedule was finalized.
- 6 of 18 Phase 4A3 use case packets have been accepted.
- 3 use cases are currently in design.
- 1 of 19 use cases are complete and 2 are in construction.
- 2 Training Manuals have been accepted.
- Mock conversion is in progress.

Data Cleansing
- Reviewed and updated Data Services risks.
- Created new Data Analysis and Results Report (DARR) for the March 31, 2014 mock conversion.
- Accepted first Phase 4A3 Data Mapping Matrix (DMM) deliverables.

Activities to be completed in next month

PERIS (Line of Business)
- Complete addendum to contract for phase 4A3 schedule changes.
- Continue with Phase 4A3 Joint Application Design (JAD) sessions.
- Continue with Phase 4A3 construction.
- Continue mock conversion activities.
- Continue with Training Manual review and acceptance.

Data Cleansing
- Continue data cleansing and data analysis activities.
- Continue review and acceptance of Phase 4A3 Data Mapping Matrix (DMM) deliverables.
- Complete Phase 4A3 Entity Mapping activities.

Awareness Items

1) Risk #14 was added to the PERIS Risk and Issue log.
The Legislative Audit Division has selected the PERIS project for an Information Systems Audit. The scope of the audit will be limited to processes concerning PERIS business requirements. The objective is to review controls for business requirement processes to ensure that requirements are complete and developed according to industry standards, requirements are managed throughout the process according to plan/methodology and are represented in test cases and that changes to requirements follow established change management process.
Tori Hunthausen, Legislative Auditor, and Angus Maciver, Deputy Legislative Auditor, said that they would ensure the audit did not impact the PERIS schedule. They agreed that information requested for the audit would take priority behind MPERAtiv project work

2) Project staffing update
- Deborah Jenkins has accepted the temporary accounting position. She will start on May 12.
- Charles Wade Cureton started on April 7 as the temporary part time data cleansing technician.

Scope/Schedule/Cost Updates
• Cost: All requirements within cost.
• Scope: All requirements within scope.
• Schedule: All projects on schedule.
• Resources: Risk #8 is of concern and will be monitored closely.
• Quality: Quality continues to be good.

Issues/Risks

MPERAtiv Issue #62: Due to a broken leg, the Sagitec Project Manager will not be able to be on site for the next 6 weeks. His availability for onsite project management responsibilities in 6 weeks is unknown at this time as it depends on the progress of his recovery. The Sagitec PM is willing to fulfill his responsibilities telecommuting.
.
 IMPACT: Delay in project completion.

Options considered
• Lori on site more often.
• Assign another Sagitec PM to the project.

MITIGATION: Lori will be on site during April except for the week of April 7 and we have scheduled the Project Manager Huddle 2 times a week. Sagitec will not assign another PM as PM backup to PERIS at this time but are open to doing this, if needed.

This risk was revaluated on 4/15/2014. The mitigation put in place is working well. This risk will not be on next month's status report.

MPERAtiv Risk #8: High staff turnover in key areas. (Combined with Risk 6 - Staff size)
Executive Sponsor is retiring early and other management staff my leave MPERA.

 IMPACT: Delay in project completion.

MITIGATION: Per decision in the 1/22/2014 Steering Committee meeting, the project sponsors, the executive sponsor and the project manager created the backup plan included with this status report.

Continue to monitor.